

CCP Log Book (Optional Template #2 – “a bit more than the minimum”)

Using this template:¹

- Your CCP log book should record the Learning Objectives you set for yourself in your Self-Reflective Review at the beginning of a CCP year and the activities you undertake during that year to achieve those objectives. *[Please note that the Board has **not** prescribed any set number of objectives you should establish or activities you should complete. These should be tailored by each psychologist to suit his or her unique circumstances.]* This optional template also provides a column for recording Learning Plans which, *while not required by the Board*, may be desirable for those who want a complete record of their CCP cycle. *(If you do not wish to record Learning Plans, you can use “Optional Template #1” instead.)*
- Learning Objectives** are **what** you want to achieve. **Learning Plans** are **how** you intend to achieve an objective. **Activities** are what you have actually done to achieve an objective.
- Simply record (on the table below) each of your Learning Objectives, Learning Plans, and (as the year progresses) the activities that you have undertaken in order to achieve each objective. (Plans and Activities might include, for example, conferences, workshops, reading relevant books or papers, in-depth discussions with colleagues who have particular expertise, or supervision.)
- Please remember:** Your Self-Reflective Review and the resulting Learning Objectives and Plans must be discussed with your supervisor at the beginning of the CCP year. The progress you have made towards achieving your Learning Objectives must also be discussed with your supervisor at the end of the year.

Date the beginning-of-year Self-Reflective Review was discussed with supervisor (Beginning of CCP year)	____/____/____	Date progress with achieving learning objectives was discussed with supervisor (End of CCP year)	____/____/____
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CCP Log Book **20__ - 20__**

Name: _____

Learning Objectives (Grey text are examples only – remove before use)	Learning Plans (Grey text are examples only – remove before use)	Activities completed to achieve Learning Objective (Grey text are examples only – remove before use)
Update knowledge of current practice in ADHD	Read relevant Chapters of “Understanding ADHD” by John Sharp	Read chapters 5, 6, 7, & 12 of “Current Practice in ADHD” book Read review article in <i>Clinical Psychology Review</i> , 52, 126-145

¹ Fuller information about the CCP can be found in the latest “Guide for Participants” document, which can be viewed on the Board’s website.

Improve understanding of Chinese perceptions and responses to Autism	Discussion with Dr Brendon Yee, Paediatrician	One hour focussed discussion with Dr Yee re principles and case studies
Ensure quality of letters/reports to referrers at end of therapy	Obtain written feedback from supervisor on three representative letters/reports	Supervisor reviewed two, unable to spare time to do third
Improve skills at communicating with the public through the media	Seek opportunity for media training	No opportunity has been available yet
Review quality of supervision I am offering	Undertake anonymous survey of supervisees to seek feedback on my supervision	Survey carried out

(Remove examples above before use)

(Add or delete rows as needed)